

January 11, 2006

Dear Highway Contractor:

In June 2005, Governor Doyle signed Executive Order #108 that addresses the employment of apprentices on state projects. As a result of this update, ASP-1 and 2 have been revised by the Department of Transportation to incorporate the modified requirements for the use of apprentices effective with the February 14, 2006 letting. New provisions of the Executive Order allow contractors to meet the requirements under any of the following provisions:

1. Employ or have employed at any time during the **current or previous calendar year** the maximum number of the apprentices allowed by the training ratio for each trade which may be included in a bid; or
2. Employ or have employed at any time during the **current or previous calendar year** a skilled workforce of at least five (5) percent for projects performed under contract to DOT; or
3. Employ apprentices on a contract jobsite at the maximum ratio or, where the ratio is not job site specific, at least five (5) percent of the contract hours for work performed under contract to DOT; or
4. Agree that "new hire apprentices" will be engaged at least at the maximum ratio of journey level workers to apprentices allowed under the standards established by the Department of Workforce Development.

If you believe your workforce now meets or has met in the past twelve months either provision 1 or 2 listed above, the Bureau of Apprenticeship Standards may pre-certify you as meeting the contract provisions. If you meet one of these pre-certification requirements, this certification will remain in effect for twelve months from the date of certification.

Provisions 3 and 4 listed above deal with apprentice employment after contracts have been awarded and will not be addressed as part of the pre-certification process.

If you do not meet provisions 1 and 2 at this time, the Bureau of Apprenticeship Standards will continually review your workforce for possible certification as contracts are awarded.

Please complete the attached form and send it to the Bureau of Apprenticeship Standards. Enclosed is a copy of the form. You may also download this form from the apprenticeship web site at <http://www.wisconsinapprenticeship.org>. This form may be returned in a number of ways.

- 1) You may mail the form to Bureau of Apprenticeship Standards, PO Box 7972, Madison, WI 53707.
- 2) A facsimile of the form may be e-mailed to karen.morgan@dwd.state.wi.us
- 3) You may also FAX the form to (608) 266-0766
- 4) You may also submit the information on a disk and mail it to the above address.

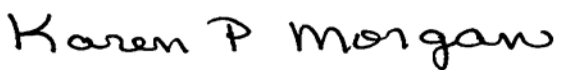
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Additional information will be available about the requirements in the near future.

If you have any questions, please call me at (608) 266-3133 or Ken Moore at (608) 266-3132.

Sincerely,

A handwritten signature in black ink that reads "Karen P Morgan". The signature is written in a cursive style. To the right of the signature is a vertical red line.

Karen Morgan, Director
Bureau of Apprenticeship Standards

Enclosures